

Navy Functional Concept of Operations



**Joint Requirements and Integration Office
(JR&IO)**

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1. INTRODUCTION

The types of operations performed by the Department of Defense (DoD) have resulted in a high demand for access to integrated information across all Services and Components. These demands are particularly significant in the areas of military personnel and pay, hereafter referred to as Military Human Resources Management (HRM). Joint missions, restructured and increased Reserve Component participation, and high public visibility require immediate access and interoperability of information to support the Services Military HRM.

The purpose of this Navy Functional Concept of Operations (CONOPS) is to provide a common understanding of the operational environment to fulfill the Military HRM needs of the DoD and the Navy in their future environments. It also describes the environment that will exist within Defense Integrated Military Human Resources System (DIMHRS) (Personnel and Pay). While this document only identifies high-level, key systems, a detailed listing of legacy systems that will be replaced by DIMHRS (Pers/Pay) can be found at Appendix H of the Operational Requirements Document (ORD) (Legacy Systems Identified for Replacement by DIMHRS (Pers/Pay)).

2. BACKGROUND

During and after the Persian Gulf War, many problems highlighted the shortcomings of the existing military personnel systems in providing timely and accurate data on deployment, mobilization, and theater assets. Because the Services have unique personnel systems, it was difficult for joint commanders to obtain information on the capabilities and locations of in-theater military personnel essential to assess operational capabilities.

Existing Service systems provide most of the capabilities required to support their respective personnel managers. However, there are numerous unique and shared systems and applications that are not consolidated into one DoD standard data capability. Currently, it is difficult for managers and analysts to confirm even the broadest characteristics of the members deployed or mobilized (Regular and Reserve Components) for the Services and Office of the Secretary of Defense (OSD). For members, pay and benefits are sometimes delayed or inaccurate, and personnel records are incomplete to the extent that appropriate Service credit is not always provided.

Military personnel and pay interface issues (e.g., unentitled pay and excessive recovery costs) were addressed by the DoD Senior Financial Management Oversight Council (SFMOC) in April 1994. The Council concluded that pay is a continuous concern, and personnel and pay interfaces lack sufficient internal controls as well as increased opportunity for errors (e.g., overpayments, delays in payment, and payments to fictitious persons).

To address some of these concerns, the Under Secretary of Defense (Personnel & Readiness) (USD (P&R)) established a Joint Working Group (JWG) in August 1995 to design a prototype personnel system based on selected functional processes. The prototype was intended to be a proof of concept to determine the feasibility of a single system to support the DoD and all Services. The scope of the JWG was later expanded to include analysis of all functional areas,

identification of the “best” business practices of the Services, and development of a standard, single, integrated personnel and pay system.

The Defense Science Board (DSB) established a Task Force on Military Personnel Information Management in February 1996 to advise the Secretary of Defense on the best strategy to support military personnel and pay functions. It concluded that the existing situation, in which the Services developed and maintained multiple Service-unique military personnel and pay systems, led to significant functional shortcomings (particularly in the joint arena) and excessive costs for system development and maintenance for the DoD.

The Task Force recommended aligning each of the Services’ strategies and implementation plans for their own migration efforts with the DoD effort. It also recommended the use of a Commercial Off-The-Shelf (COTS) Human Resources product, if feasible, to facilitate standardization among the Services. The Joint Requirements and Integration Office (JR&IO) was established to coordinate the effort. The JR&IO was tasked to identify the functional requirements and participated in the evaluation and selection of a COTS product in April 2001 for the personnel and pay system.

3. OBJECTIVE

The goal is a single military human resources system with a single logical database for all Components. The system will allow integrated personnel and pay processes at all echelons of command during peacetime and war. The following paragraphs outline the Navy’s high-level concepts for migration to the COTS product.

4. NAVY MIGRATION CONCEPT

The Navy will migrate to the new system using a progressive approach of testing and fielding segments of the personnel and pay system for all components while maintaining the *necessary* legacy systems. This approach will be maintained until *all* identified legacy systems have been replaced.

Migration to the new environment must not adversely impact current capabilities. Currently, the Regular Navy and the Naval Reserve share a common PeopleSoft field processing system, Navy Standard Integrated Personnel System (NSIPS), but have separate corporate systems that support personnel and pay functions. Legacy databases were previously consolidated into a single corporate database, and work is in progress to collapse data and functions of remaining corporate processing systems in NSIPS. NSIPS will then serve as the Navy’s single authoritative data source and processing system, leading to further conversion to DIMHRS (Pers/Pay).

5. NAVY INTEGRATION STRATEGY

In order to achieve Initial Operating Capability (IOC), a strategy must be created to provide incremental development and fielding of the system that will eventually replace identified legacy systems in Appendix H of the ORD. As a minimum the releases must support the personnel and pay processes performed by the Navy at the field and corporate levels, the Corporate-defined

requirements of the integration of personnel and pay, the integration of the Regular and Reserve Components, and provide for operational visibility of military personnel. At Full Operating Capability (FOC), the commanders will receive the automation and communications support tools to achieve the combined capabilities of the Navy's legacy systems. As DIMHRS (Pers/Pay) evolves from IOC to FOC, the unit commander will receive priority support.

In the course of the Navy's personnel and pay capability development, the general priorities in sequence are mobilization (and associated readiness issues), deployment, distribution, compensation, transition, development, and acquisition functions. The priority is required to retain the structure management command and control function to assure operational readiness. DIMHRS (Pers/Pay) fielding must simultaneously support significant Navy events and Joint Vision 2020.

As a minimum the releases must support all identified personnel and pay processes performed by all Navy Components and supported by the key legacy systems which include:

- Navy Standard Integrated Personnel System (NSIPS)
- Inactive Manpower and Personnel Management Information System (IMAPMIS)
- Reserve Headquarters Support (RHS)
- Navy Enlisted Personnel System (NES)
- Officer Personnel Information System (OPINS)

6. NAVY "AS-IS" PERSONNEL AND PAY PROCESS

During the Accession process, initial input is accomplished via Personalized Recruiting for Immediate and Delayed Enlistment/Personalized Officer Recruiting and Tracking System (PRIDE/PORT), which will be subsumed by Navy Recruiting and Accession Management System (NRAMS) upon implementation in October 2003. NRAMS is planned to be partially subsumed by DIMHRS (Pers/Pay).

PRIDE provides the Navy with an orderly and efficient mechanism for management and control of the recruiting process by performing several crucial recruiting functions. PRIDE checks the aptitude and physical qualifications for each accession candidate against the required qualifications for each enlisted program. On the basis of the applicant's qualifications, the system identifies jobs for which the individual is best suited.

PORT tracks officer applicant kits, as they are being assembled and sent through various checkpoints in the recruiting process. PORT provides management reporting to all levels of control within Commander, Navy Recruiting Command (CNRC). These reports are essential to maintaining counts on quality and quantity of goal obtainment in addition to tracking the applicant kits. PORT also controls the allocation of training resources to new accessions by assigning accessions to A-Schools and provides all of the Navy Reserved Officer Training Corps (NROTC) applicant processing leading up to NROTC selection by Commander, Navy Training Command (CNTC).

At the field level, the Navy Military Human Resources (MHR) support is provided at Personnel Support Activity (PSA) and Personnel Support Detachment (PSD) network, operational

commands, and Naval Reserve Activities (NRAs) using NSIPS, a PeopleSoft based COTS system modified to meet Navy requirements. At the corporate level, Navy Personnel Data Base (NPDB), OPINS, NES, IMAPMIS, RHS, and Navy Military Personnel Data System (NMPDS), provide manpower, personnel and pay management support.

NSIPS interfaces with OPINS, NES and Defense Joint Military Pay System - Reserve Component (DJMS-RC) to support pay and personnel actions for the Regular Navy. It automates the recording of gains, losses and miscellaneous personnel changes, provides personnel record maintenance, and evaluation; fitness reporting; and Officer/Enlisted profiles. The PSA/PSD network provides support to shore commands, which do not have inherent pay/personnel administrative personnel. Afloat and/or operational commands have their own pay/personnel support and NSIPS access. The pay functions of retirees are supported by interfaces between OPINS, NES, and Defense Retiree and Annuitant Pay System (DRAS).

NSIPS interfaces with RHS to support pay and personnel actions for the Navy Reserve. It automates the recording of gains, losses, and miscellaneous personnel changes; administers the drill program; updates unit mobilization billet information; and supports reporting requirements; It provides personnel record maintenance; billet requisition and assignment; Inactive Duty Training (IDT) drill performance monitoring and recording; mobilization readiness; civilian skills; language proficiency and evaluation; fitness reporting; and Officer/Enlisted profiles. Integrating with the Regular Navy, it provides automated information support for training and mobilization readiness tracking of Naval Reserve personnel who are in active duty status.

NPDB integrates the population of the Navy's current databases with limited data on all Navy active/inactive Service members. Systems that interface with NPDB include NES, OPINS, IMAPMIS, Total Force Manpower Management System (TFMMS), Active Components Common Personnel Data System (ACCPDS), and Reserve Components Common Personnel Data System (RCCPDS). Functional users include the Bureau of Naval Personnel (BUPERS) and Naval Reserve Personnel Command (NRPC).

OPINS maintains the official automated personnel record for all active duty Navy officers, officers candidates, midshipmen, and the Officer Master File (OMF). It is also used to calculate officer and officer candidate strength; authorize establishment of pay record in DJMS; prepare Officer Data Cards (ODCs) and Officer Distribution and Control Reports (ODCRs); provide historical data for decision support systems; provide the database for performance appraisals; and support promotion and distribution processes. Systems that interface with OPINS include NPDB, IMAPMIS and NSIPS. Command interfaces include Commander, Navy Personnel Command (COMNAVPERSCOM), Commander, Naval Reserve Force (COMNAVRESFOR), CNTC, Defense Manpower Data Center (DMDC), Defense Finance and Accounting Service (DFAS), and BUPERS.

NES maintains current and historical records of all active duty Navy enlisted personnel in the Enlisted Master File (EMF). This system also supports data interchanges with various other manpower, personnel, training, and pay systems. NES also provides Enlisted Distribution and Verification Reports (EDVRs) as well as Enlisted Personnel Detailing and Information Documents (EPADs). Systems that interface with NES include NPDB, IMAPMIS and NSIPS. Command interfaces include all Navy, DMDC, DFAS, BUPERS, and NRPC.

IMAPMIS is the official manpower and personnel automated accounting system for all inactive reservists, fleet reservists, and retired personnel. IMAPMIS provides automated storage, maintenance/update, reporting (e.g., accounting, management, and strength), distribution of manpower and personnel information on all inactive Navy personnel (i.e., Individual Ready Reserve (IRR)) subject to recall/mobilization, drill pay, and retirement point. Reserve management information is provided via data transfer or hard copy reports to Reserve field activities, Reserve Headquarters, BUPERS, Chief of Naval Personnel, Secretary of the Navy (SECNAV), OSD, and other DoD activities. Systems that interface with IMAPMIS include NES, OPINS, RHS; and Authorization, Mobilization, Selection, and Assignment System (AMSAS). Command interfaces include Enlisted Personnel Management Center (EPMAC), BUPERS, DFAS, COMNAVRESFOR, and DMDC.

RHS provides reserve personnel and pay interfaces between NSIPS, IMAPMIS and DJMS-RC, interfaces with TFMMS for manpower requirements data and reserve billet data, and provides headquarters level support for force billet and mobilization management. It provides automated storage, maintenance/update, reporting (e.g., accounting, management, and strength), distribution of manpower and personnel information, recall/mobilization status, and drill pay on all drilling reserve Navy personnel. RHS interfaces with NSIPS with thrice daily transmissions and feedback, and with DJMS-RC with daily transmissions of direct pay data. Pay and personnel data requiring Navy corporate system interface is transmitted daily to IMAPMIS, with those pay affecting transmissions being fed back to RHS and on to DJMS-RC. RHS also supports DJMS-RC pay processing interfaces for Health Professions Scholarship participants via Reserve Standard Training Administration and Readiness Support for Health Professions (RSTARS-HP).

7. “TO-BE” PERSONNEL AND PAY PROCESS

The Navy requires integrated system capabilities that will allow members to access their official files from any location, allow commanders to access members’ information from any location, and allow human resources managers to see accurate personnel/pay information anytime, anywhere. An integrated personnel/pay database that includes all Components provides commanders and staff officers at all levels a single view of military personnel readiness, and meets requirements for customized personnel information.

The “To-Be” environment will be one in which an integrated personnel/pay system will operate in a common operating environment using common data defined by common business practices where practical. The system will provide personnel and pay support throughout the life-cycle of a Service member's career across the full operational spectrum -- peacetime and war, through mobilization and demobilization, deployment and redeployment, in theaters of operation and at home bases, capturing and maintaining accurate and timely data. In order to provide this support, it will necessarily collect information on every aspect of the Service member's career. It will retain and maintain that information in a single, comprehensive record available to the Service member through self-service capabilities. As specified by the DoD and Services, information will be available to the Service personnel chiefs, commanders, military personnel and pay managers, and authorized users in OSD. The system will ensure only authorized users gain database access, and protect highly sensitive personnel information (e.g., support applications such as casualty reporting, evaluations, promotions, and separation issues).

The single-source integrated system will enhance mission support to the war fighter and Service Departments by eliminating redundant entry of information, eliminating or reducing data collection burdens, solving operational problems, conserving resources, improving delivery of services, and enhancing readiness. The highest priority should be to provide timely, accurate, and easily understood functional information for the Service members, commanders in the field, and Service headquarters. The system will be a knowledge-based system that incorporates policy rules to ensure the user is not required to make policy determinations. A key capability will be all-Service information on individuals for joint and multi-service units. The commanders of these units will have the ability to access personnel information through cross-Service support on all members assigned to their units regardless of Service. The system will be robust and meet the changing operational concepts and requirements to the individual (vice unit) level for mobilization, activation, contingency operations, assignment actions, etc.

The Military Services “To-Be” structure will be refined and solidified as the DIMHRS personnel/pay capability and architecture is defined and developed. A determination or approximation of the operational environment and additional skills or expertise that will be required for operators of a knowledge-based human resource community will evolve as the capabilities of the COTS product are defined.

Paramount in this effort is replacing and/or integrating existing Military Service legacy systems and migrating current data to a central database. The effort should make maximum use of Web-enabled applications, and push as much access to personnel actions down to unit/member level as possible using modern technology and capabilities of the COTS product.

8. CONCLUSION

The personnel and pay capability must respond in real, or near real time. It is required that mobilization, deployment, and distribution processes that interface with other systems or command echelons above or below the originating unit for personnel support quickly provide status or decision information. This support is required to be accomplished within one workday (or the Executive Steering Committee (ESC) agreed to standard, whichever is lower). Given the available technology, the interface of information should be accomplished within two hours or less. It is also required that compensation, transition, development, and acquisition processes respond within 48 hours; however, the desired timeframe is twenty-four hours or less. The organic Service structure management command and control function has communications and interoperability priority.

Further, a determination of what additional skills and expertise that are required for operators of a knowledge-based personnel/pay system must be made after the capabilities of the COTS product are fully known.

APPENDIX A

ACRONYMS

DOD ACRONYMS

ACCPDS	Active Components Common Personnel Data System
CONOPS	Concept of Operations
COTS	Commercial Off-The-Shelf
DFAS	Defense Finance and Accounting Service
DIMHRS (Pers/Pay)	Defense Integrated Military Human Resources Systems (Personnel and Pay)
DJMS	Defense Joint Military Pay System
DJMS-RC	Defense Joint Military Pay System - Reserve Component
DMDC	Defense Manpower Data Center
DoD	Department of Defense
DRAS	Defense Retiree and Annuitant Pay System
DSB	Defense Science Board
ESC	Executive Steering Committee
FOC	Full Operating Capability
HRM	Human Resources Management
IDT	Inactive Duty Training
IOC	Initial Operating Capability
IRR	Individual Ready Reserve
JR&IO	Joint Requirements and Integration Office
JWG	Joint Working Group
ORD	Operational Requirements Document
OSD	Office of the Secretary of Defense
RCCPDS	Reserve Components Common Personnel Data System
SFMOCC	Senior Financial Management Oversight Council
USD (P&R)	Under Secretary of Defense (Personnel & Readiness)

NAVY ACRONYMS

AMSAS	Authorization, Mobilization, Selection, and Assignment System
BUPERS	Bureau of Naval Personnel
CNRC	Commander, Navy Recruiting Command
CNTC	Commander, Navy Training Command
COMNAVPERSCOM	Commander, Navy Personnel Command
COMNAVRESFOR	Commander, Naval Reserve Force
EDVR	Enlisted Distribution and Verification Reports
EMF	Enlisted Master File
EPADs	Enlisted Personnel Detailing and Information Documents
EPMAC	Enlisted Personnel Management Center
IMAPMIS	Inactive Manpower and Personnel Management Information System
MHR	Military Human Resources
NES	Navy Enlisted Personnel System
NMPDS	Navy Military Personnel Data System
NPDB	Navy Personnel Data Base
NRA	Naval Reserve Activity

NRAMS	Navy Recruiting and Accession Management System
NROTC	Navy Reserved Officer Training Corps
NRPC	Naval Reserve Personnel Command
NSIPS	Navy Standard Integrated Personnel System
ODC	Officer Data Card
ODCR	Officer Distribution and Control Report
OMF	Officer Master File
OPINS	Officer Personnel Information System
PORT	Personalized Officer Recruiting and Tracking System
PRIDE	Personalized Recruiting for Immediate and Delayed Enlistment
PSA	Personnel Support Activity
PSD	Personnel Support Detachment
RHS	Reserve Headquarters Support
RSTARS (HP)	Reserve Standard Training Administrative and Readiness Support (Health Professions)
SECNAV	Secretary of the Navy
TFMMS	Total Force Manpower Management System